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## Standardization of Forms Legislation

*For Recorder's Use Only*

3 inches

5 inches

Per Illinois Compiled Statutes CH55, 5/3-5018, the Recorder shall charge an additional fee, in an amount equal to the fee otherwise provided by law, for recording a document (other than a document filed under the Plat Act or the Uniform Commercial Code) that does not conform to the following standards:

- 1) The document shall consist of one or more individual sheets measuring 8½" x 11", not permanently bound and not a continuous form.
- 2) The document shall be **legibly** printed in black ink, handwritten, typewritten or computer-generated. Signatures and dates may be in contrasting colors if they will reproduce clearly.
- 3) The document shall be on white paper of not less than 20 pound weight and shall have a clean margin of at least one-half inch on the top, the bottom and each side. (The border of this template form is provided to demonstrate the one-half inch clean margin requirement.)
- 4) The first page of the document shall contain a blank space, measuring at least 3" x 5", in the upper right-hand corner (For Recorder's Use Only)
- 5) The document shall not have any attachment stapled or otherwise affixed to any page.

A document that does not conform to these standards shall not be recorded except upon payment of the additional fee required under this paragraph. This paragraph applies only to the documents dated after January 1, 1995.

### RECORDING FEES FOR MOST DOCUMENTS – effective July 1, 2005 Amounts below include \$10.00 Rental Housing Support Program (RHSP) surcharge

# of pages	Standard Document	Non-Standard Document	# of pages	Standard Document	Non-Standard Document
1 - 4	\$39.00	\$51.00	15	\$50.00	\$73.00
5	\$40.00	\$53.00	16	\$51.00	\$75.00
6	\$41.00	\$55.00	17	\$52.00	\$77.00
7	\$42.00	\$57.00	18	\$53.00	\$79.00
8	\$43.00	\$59.00	19	\$54.00	\$81.00
9	\$44.00	\$61.00	20	\$55.00	\$83.00
10	\$45.00	\$63.00	21	\$49.00	\$71.00
11	\$46.00	\$65.00	22	\$50.00	\$73.00
12	\$47.00	\$67.00	23	\$51.00	\$75.00
13	\$48.00	\$69.00	24	\$52.00	\$77.00
14	\$49.00	\$71.00	25	\$53.00	\$78.00

**NOTE: The RHSP surcharge does not apply (subtract \$10.00 from recording fee) ...**

- (1) to public utility easements and documents recorded by Federal, State or Local government agencies
- (2) when filing Power of Attorneys, Court Orders, Judgments, or Secretary of State Corporation Filings